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Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training

FROM : Chief, Language and Area School

SUBJECT: Language Development Program

REF : Your memo, same subject, dtd 25 Feb 57

DATE: 1 March 1957

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Date: 10/23/78

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In accord with your request, I am indicating below the assignment of responsibility for the tasks defined in your memorandum. Additionally, I take this opportunity to provide a report of progress to date. Numbering of paragraphs corresponds to your sub-heads of paragraph 4.

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a. Responsibility assumed by [] Working draft of staff study completed. Attachment describing proposed action in process of preparation.

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b. [] as CIA member of inter-agency task force for development of testing program, is responsible. At present we have in hand tests for measuring reading and translation proficiency in 45 languages, and oral comprehension tests in 25 languages. Of the former, 6 are objective type; others are translation type. The tests in German and Spanish may be regarded as fully suitable. Others are useable in the interim before fully suitable tests have been developed.

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c. [] is responsible. Specifications for reading portions are complete. Specifications for objective oral tests must be developed.

d. This may be done after necessary preliminaries have been completed.

e. My present feeling is that an existing testing service, or one created for this purpose should be given full responsibility for the development and conduct on a continuing basis of the proficiency testing program for all (or most) federal agencies. Support should be a joint enterprise of agencies represented by the "Language Directors Roundtable"—CIA, State, NSA, Navy, Air, Army, USIA. This proposal, and alternatives are to be considered by the inter-agency task force working by direction of the "Roundtable." I agree that both aptitude and appropriate proficiency tests should be a part of entrance-on-duty procedures. I suggest that aptitude testing for EOD be started now, and that [] be required to administer proficiency testing to the extent that available materials permit.

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Eventually, this testing can be handled by the independent testing service.

f. will do.

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g. This has been done in the form of a featured item appearing in the next OTR BULLETIN.

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cc: XO/TR
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C/A&E/TR

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